

**Minutes of Meeting
REAL ESTATE BOARD
INFORMAL FACT-FINDING CONFERENCES
November 6, 2008 (1:30 p.m.)**

The Real Estate Board convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Scott Gaeser, Board member, presided. No other Board members were present.

Doug Schroder appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case
Lic = Licensing Application
RF = Recovery Fund Claim

C = Complainant/Claimant
A = Applicant
R = Respondent/Regulant
W = Witness
Atty = Attorney
Inv = Investigator

Participants

1. Insoo Kim
File Number 2008-01574 (Disc)
(NO DECISION MADE)
2. Karlene C. Tolbert
File Number 2008- 04368 (Disc)
(NO DECISION MADE)

None

Tolbert – R

The meeting adjourned at 2:10 p.m.

REAL ESTATE BOARD


Carol F. Clarke, Chair


Jay W. DeBoer, Secretary

COPY TESTE:

Custodian of Record

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Scott M. Gaeser
2. Title: Presiding Board Member
3. Agency: Real Estate Board
4. Transaction: Informal Fact-Finding Conferences on 11/06/2008
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Signature

Date

11-6-08